

By-Laws - - 1886

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THE  
National Homœopathic Hospital Association

OF  
WASHINGTON, D. C.

Hospital Located corner N and Second Streets.



INCORPORATED JUNE 10, 1881.

“SIMILIA SIMILIBUS CURANTUR.”

WASHINGTON, D. C. :  
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1886.

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OFFICERS OF THE ASSOCIATION  
FOR 1886.

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*President of the Association:*

M. R. WAITE, Chief Justice Supreme Court U. S.

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*Vice-President for the District of Columbia:*

A. S. PRATT, Washington, D. C.

*Vice-Presidents from every State and Territory.*

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*Secretary:* GEORGE LEE, M. D.

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BOARD OF TRUSTEES HOMŒOPATHIC HOSPITAL.

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ELIAS S. HUTCHINSON, *President.*

C. P. CULVER.

Mrs. CHAS. NORDHOFF, *1st Vice Pres't.*

H. S. CUMMINGS.

ALONZO BELL, *2d Vice President.*

Mrs. I. M. BITTINGER. ✓

G. H. WILCOX, *Secretary.*

Mrs. C. V. POPE.

LEWIS CLEPHANE, *Treasurer.*

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*House Physician:* B. F. GIBBS, M. D.

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HOSPITAL COMMITTEE.

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ELIAS S. HUTCHINSON, *Chairman.*

Mrs. A. F. CHILDS, *Secretary.*

LEWIS CLEPHANE.

Mrs. T. H. MARTIN.

CHARLES P. CULVER.

Mrs. G. H. WILCOX.

Mrs. N. B. WALKER.



# BY-LAWS

OF THE

## NATIONAL HOMŒOPATHIC HOSPITAL ASSOCIATION

OF

WASHINGTON, D. C.

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### I.

#### *Membership.*

Any person may become a sustaining member of this Association by the payment of a fee of not less than five dollars per annum, payable quarterly, in advance, on the first days of January, April, July, and October. Any person may become an associate member by the payment of not less than one dollar per annum.

The fiscal year of this Association shall begin on the 1st day of January of each year.

No member in arrears for dues shall be entitled to vote in the Association.

### II.

#### *Meetings of the Association.*

The annual meeting of the Association after 1885 shall be held on the third Monday in January of each year, in the city of Washington, in the District of Columbia, the hour and place to be designated by the President. At these meetings the officers hereinafter to be enumerated shall be elected by ballot, to hold office for the ensuing year or until their successors shall be appointed; and such other business shall be transacted as may properly come before it not inconsistent with these By-laws. Fifteen members of the Association shall constitute a quorum for the transaction of business, but a less number may adjourn from time to time until a quorum can be obtained. Public notice of the time and place of holding the annual meetings shall be published at least one week prior thereto in a newspaper of the said city of Washington.

### III.

#### *Special Meetings.*

Special meetings of the Association may be called at any time by the Secretary, at the direction of the President, or upon the written application of seven members, and the call shall specify the business to be acted upon.



## IV.

*Officers of the Association.*

The officers of the Association shall consist of a President, one Vice-President from each State and Territory and the District of Columbia, a Secretary, who shall be a resident of the District of Columbia, and a Board of Trustees, to be composed of nine members, six men and three women.

## V.

*Duties of the President and Secretary.*

The President shall preside at all meetings of the Association. In the absence of the President, one of the Vice-Presidents or a President *pro tempore* shall perform the duties of the President. The Secretary shall keep full and correct minutes of the proceedings of all meetings of the Association, shall notify the officers of their election, and conduct the general correspondence of the Association.

## VI.

*Organization of the Board of Trustees.*

The Board of Trustees shall, on the Wednesday following the annual election of said Board, organize by the election of the following officers, to wit: A President, two Vice-Presidents, a Secretary, and a Treasurer, to hold office during the term of said Board; and vacancies in said Board, occurring by death or otherwise, may be filled by the Board at any regular meeting thereof. The Trustees may at any monthly meeting declare the trusteeship of any Trustee vacant when such Trustee shall have been absent from three consecutive monthly meetings: *Provided*, That at least one week's previous notice of the proposed election of a new Trustee be sent to the address of each of the Trustees.

## VII.

*Duties of the President and Vice-Presidents—Board of Trustees.*

The President of the Board of Trustees shall preside at all the meetings of the Board, sign all orders for money drawn upon the Treasurer and attested by the Secretary of said Board, appoint committees, and perform all other duties properly belonging to his office; and in his absence one of the Vice-Presidents shall perform the duties of the President; and in the absence of the President and both the Vice-Presidents the Trustees shall appoint one of their number to preside *pro tempore*, who shall possess all the powers of the President.

## VIII.

*Duties of the Secretary—Board of Trustees.*

The Secretary of the Board of Trustees shall give notice of all meetings of the Board of Trustees, and shall keep an accurate record of the doings of each meeting, and attend to all the correspondence of the Board.

## IX.

*Duties of the Treasurer—Board of Trustees.*

The Treasurer shall give bonds, with sureties, to the satisfaction of the Board of Trustees, conditioned for the faithful discharge of his duties. He shall receive and have the custody of all moneys, bonds, notes, deeds, and other securities belonging to the Association, which he shall keep and manage, under the direction and control of the Board of Trustees. He shall pay no money but by order of the Board of Trustees or the Hospital Committee, attested by the President and Secretary of the Board of Trustees. He shall render an account of the state of his books and of the funds and property in his custody quarterly and when called for by the Trustees or Association; and he shall make up the accounts to the last day of December in each year, which accounts, properly audited, shall be laid before the Association at their annual meeting.

## X.

*Duties of the Board of Trustees.*

The Trustees shall constitute a Board for the management of all the property and concerns of the Institution. They shall make such by-laws, rules, and regulations to govern their actions as they may deem expedient, not inconsistent with the Charter and By-laws of the Association. Five members shall constitute a quorum for the transaction of business, and all questions which come before the Board shall be determined by a majority vote of those present.

The meetings of this Board shall be on the first Wednesday of each month, at such hour and place as may be designated by the President. They shall appoint annually, or otherwise, all proper and necessary physicians, surgeons, officers, and assistants for the care and direction of the respective departments, with such salaries and allowances as they may from time to time fix and determine; to make such rules and regulations for the government of the said physicians, surgeons, officers, and attendants, and for the admission of patients and the well ordering and conducting of the respective departments of the Institution, as to them may seem proper and expedient. They shall cause a fair record of all their doings to be kept, which shall be laid before the Association at any annual meet-



ing thereof; and shall make a written report on the Treasurer's accounts and on the general state of the Institution, comprising an account of the receipts and expenditures of the Association, a statement of the number of patients admitted and discharged during the year in each department, and all such other matters as may be of importance and interest to the Association; and for this purpose they shall, at some previous meeting, appoint a Committee of the Board.

## XI.

### *Organization of "The Ladies' Aid Association."*

There may be created from among the active lady subscribing members of the National Homœopathic Hospital Association an organization to be styled "The Ladies' Aid Association of the National Homœopathic Hospital Association," which shall have power to make its own rules, regulations, or by-laws. This Association shall be represented by three members on the Board of Trustees and four on the Hospital Board. It shall be the duty of said Association to tender all possible assistance by every means within its power in maintaining the Hospital and Dispensary.

The funds arising from all local fairs or entertainments given under its control or management may be retained in its Treasury, and used in such manner for the benefit of the Hospital as in its judgment may seem best and not objectionable to the Board of Trustees. No one shall be a member of this Association who is not an enrolled contributing member of the National Homœopathic Hospital Association.

All donations of money made to or through this Association shall be immediately paid over to the Treasurer of the National Homœopathic Hospital Association.

## XII.

### *Committee of Audit.*

The President of the Board of Trustees shall appoint from the Association an Auditing Committee, consisting of three members, who shall examine the accounts of the Treasurer and report the condition of the same to the Board quarterly. It shall also audit all said accounts, and report upon the same to the Board of Trustees at the regular meeting next preceding the annual meeting of the Association.

## XIII.

### *Hospital Committee.*

The Board of Trustees shall appoint annually a Hospital Committee, consisting of seven members—three from the Board of Trustees, of which

the President of the Board shall be one, and four from the Ladies' Aid Association. Said Hospital Committee, subject to the approval of the Trustees, shall have charge of the Hospital, the appointment of the Matron, the furnishing of supplies, and a general oversight of its affairs; and shall meet at the Hospital at least once a week, and, on special occasions, at the request of the Staff of Physicians.

It shall also determine the necessary number and the wages of the employes of the Hospital, fix the prices per week for the care and treatment of patients, and report to the Board of Trustees at the end of each month the number of the pay and free patients in the Hospital for each day during said month, the amount of money received from the pay patients, and all expenditures at the Hospital for the month.

It shall further be the duty of said Committee to see that no special sectarian religious influences are allowed among the patients within the Hospital, and that all patients have the privilege of calling in such spiritual advisers as they may prefer.

#### XIV.

##### *Medical Staff.*

The Medical Staff shall be elected by the Trustees annually at their regular meeting in February; and every Physician and Surgeon hereafter elected shall hold his office during the pleasure of the Board.

The Secretary of the Board of Trustees shall notify the members of the Staff of their election, and appoint a time for them to meet, at which meeting they shall organize as a Medical Board, provided two-thirds of the members are present; otherwise they shall adjourn from time to time until two-thirds are present.

They shall elect from their number a President and a Secretary, and such other officers as they may deem advisable. The President shall attend the meetings of the Trustees when requested, and be the medium of communication between them and the Staff while on duty; and shall purchase necessary medical supplies, under the approval of the Hospital Committee. He shall act as umpire in all cases of differences arising between members of the Staff, subject to an appeal to the Board of Trustees. He shall be charged with the general supervision and direction of all matters relating to regimen and hygiene.

The Secretary shall record the proceedings of the Board in a book provided for the purpose.

The Staff shall hold such meetings as they may determine upon; and the proceedings shall be recorded by the Secretary of said Staff and open to the inspection of the Trustees.

They shall make such regulations as to attendance and the medical and surgical conduct of the Hospital as they may deem best, not inconsistent with the Charter and By-laws of the Association.



## XV.

*Privileges of Contributors.*

Any person, persons, or society contributing at any one time the sum of one thousand dollars to the funds of the Hospital shall be entitled during a period of three years to nominate a patient or patients to occupy a bed in one of the wards, subject to the approval of the Trustees.

Any person, persons, or society contributing at any one time the sum of three hundred and fifty dollars to the funds of the Hospital shall be entitled during one year following to nominate a patient or patients to occupy a bed, subject to the approval of the Trustees. In either case, the contributors shall have the right to affix a name to such bed.

## XVI.

*Honorary Membership.*

Honorary membership may be conferred by a two-thirds vote of the Board of Trustees.

## XVII.

*Life Membership.*

Any one may become a life member by the payment of a sum of not less than five hundred dollars.

## XVIII.

*Alteration of By-laws.*

These By-laws may be altered at any regular meeting by a vote of two-thirds of the Trustees present, notice of the proposed change having been given at least one month previous.

## XIX.

*Order of Business.*

The following shall be the Order of Business at all regular meetings of the Association and Board of Trustees :

1. Calling the roll.
2. Reading of the minutes.
3. Payment of dues and subscriptions.
4. Treasurer's report.
5. Reports of committees.
6. Unfinished business.
7. Communications.
8. Elections.
9. New business.

In all proceedings of the Association and Board of Trustees parliamentary rules shall be observed.



Certificate of Incorporation, By-Laws, Rules and Regulations of the  
National Homœopathic Hospital Association of Washington, D. C.

CERTIFICATE OF INCORPORATION.

The undersigned, citizens of the United States, a majority of whom are citizens of the District of Columbia, of full age, desiring to organize a Society under section 545 of the Revised Statutes relating to the District of Columbia, hereby certify :

First. That the name by which this Society shall be known in law is "The National Homœopathic Hospital Association of Washington, District of Columbia."

Second. The organization shall continue for a period of twenty years.

Third. The business and object of the Society shall be to establish and maintain a Homœopathic Hospital in the city of Washington, in which the medical staff shall be composed of Homœopathic physicians only, but into which any physician may take his private patients on complying with the regulations which shall be established by the Board of Trustees ; in which proper care and treatment may be given to lying-in women who may wish to be under Homœopathic treatment ; to which persons temporarily residing in the city may resort in case of sickness ; to which accident cases, or persons suddenly taken sick in the street, may be carried for temporary treatment ; in which nurses may be instructed, and clinical instruction given to students of medicine ; in connection with which there may be a Dispensary for the treatment of the poor homœopathically. And to do such other things as may be legitimate and necessary to the efficient execution of the above-named purposes.

Fourth. The number of Trustees for the first year shall be thirteen, as follows :

Montgomery Blair, John J. Halsted, Edward W. Whitaker, Charles B. Bailey, Richard W. Tyler, Charles P. Culver, John S. Poler, Edward C. Dean, William S. Roose, Edward Weston, George E. Baker, Lewis Clephane, and William L. Van Derlip.

In testimony whereof, we have hereunto set our hands and seals at the city of Washington, District of Columbia, this 10th day of June, A. D. 1881.

MONTGOMERY BLAIR.	[SEAL.]
C. P. CULVER.	[SEAL.]
RICHARD W. TYLER.	[SEAL.]
JOHN S. POLER.	[SEAL.]
WILLIAM S. ROOSE.	[SEAL.]
EDWARD W. WHITAKER.	[SEAL.]
EDWARD C. DEAN.	[SEAL.]
LEWIS CLEPHANE.	[SEAL.]

DISTRICT OF COLUMBIA, }  
*County of Washington,* } ss:

Before me, George W. Balloch, a notary public in and for the District aforesaid, this 10th day of June, A. D. 1881, personally appeared Montgomery Blair, C. P. Culver, Richard W. Tyler, John S. Poler, William S. Roose, Edward W. Whitaker, Edward C. Dean, and Lewis Clephane, to me well known as the individuals whose names are signed to the foregoing certificate of incorporation, and severally acknowledged that they signed the same for the purposes therein mentioned.

Witness my hand and official seal at Washington city, District of Columbia, this 10th day of June, A. D. 1881.

[SEAL.]

GEO. W. BALLOCH,  
*Notary Public.*



# RULES AND REGULATIONS

FOR THE GOVERNMENT OF THE

# NATIONAL HOMŒOPATHIC HOSPITAL

—OF—

WASHINGTON, D. C.

## ADMISSION AND DISCHARGE OF PATIENTS.

I. All applications, either by letter or otherwise, for admission to the Hospital, shall be made to the House attending physician or surgeon, who will ascertain whether the case is suitable; and if so, will procure and furnish to the patient the necessary papers for admission.

II. The patient, on admission, shall give security, if a pay patient, satisfactory to the Hospital Committee for the payment of expenses in the Hospital.

III. In case of accident or extreme emergency, the patient will be admitted without delay, and provided for as well as circumstances will permit.

IV. No contagious diseases will be admitted to the Hospital; and no incurables, syphilis, or inebriate patients will be received into the Hospital without special arrangements made with the House Physician and sanctioned by the Hospital Committee.

V. No patient will be allowed to remain longer than twelve weeks, except by the special consent of the Hospital Committee.

VI. All patients will be admitted and discharged upon the certificate of the attending or House physician or surgeon, either of whom shall have discretionary power in the dismissal of patients, or they may refer doubtful cases to the Medical Staff.

Patients may be discharged by the attending physician or surgeon at any time when, in his opinion, the interests of the patient or of the Hospital demand it.

VII. Whenever a patient is removed from the Hospital without the consent of the attending physician or House surgeon, the matron shall require from the person assuming the responsibility of the removal a written statement to that effect.

VIII. The House physician or surgeon shall not deliver to any one the body of any person having died at the Hospital, without a written receipt from the parties taking the same.

IX. In case of the decease of any patient, the friends shall be apprised thereof by the matron, and the attending physician or surgeon shall sign a certificate of death, and shall furnish the City Registrar with a copy of the same. He shall also state the time and cause of death, the disposition made of the body, whether delivered to friends or buried from the Hospital. In the last case, he shall mention the place of interment; all of which shall be recorded in a book kept for the purpose.

#### RULES FOR PATIENTS.

I. Patients must be in their proper places in the wards during the daily medical and surgical visits, between 11 and 12 A. M., and always by 8 P. M., unless specially exempted by the House physician or surgeon.

II. Patients shall not visit other wards without the consent of the matron.

III. Free patients who are able are expected to assist in nursing, and in such other services as may be reasonably required of them.

IV. No patient shall purchase, or cause any member of the household to purchase for him any article of food or drink whatsoever, or any other article, without the consent of the matron.

V. Profane or obscene language, noisy or loud talking, and incivility, are prohibited.

VI. The use of tobacco, wine, and intoxicating liquors is prohibited within the Hospital, unless prescribed by the physician.

VII. Patients may be visited by a clergyman of their own selection, and the wish for the performance of any particular religious rite shall be indulged when practicable.

VIII. The rules of the Hospital must be implicitly obeyed by the patients. Should any patient willfully and persistently disregard these rules, the friends will be notified to take him or her away: or, failing to do so, he or she will be discharged.

IX. Complaints, for whatever cause, may be made to the matron or Hospital Committee, and, when reasonable, shall be obviated, or reported by them to the Trustees.

#### HOSPITAL COMMITTEE.

See By-Laws, section 13.

#### THE HOSPITAL STAFF.

I. The Medical Staff shall consist of the physicians and surgeons appointed by the Board of Trustees, and shall continue in office until their successors are appointed.



II. They shall make such rules and regulations as they may deem best for their control and government not inconsistent with the by-laws, rules, and regulations of the Hospital, as established by the Board of Trustees.

III. Any violation of the rules and regulations of the Hospital Staff shall be reported to the Hospital Committee.

#### MATRON.

I. The Hospital shall be under the care of the matron, who shall live in the building, and shall not leave it, except on necessary occasions. She shall not be absent for more than three hours at any one time, nor after 10 P. M., without the leave of the Hospital Committee or House Physician. She shall have the assistance of such nurses and servants as the Hospital Committee may think proper, and shall hire, and when necessary, discharge the servants. The nurses shall be appointed and discharged by the Hospital Committee.

II. The matron shall have the immediate superintendence of the nurses, servants, and all inmates of the Hospital, and shall enforce personal cleanliness, neatness, and obedience to orders on their part. In case of any refusal to conform to these rules and regulations she shall report the same to the Hospital Committee.

III. The matron shall make the entire round of the Hospital at least once a day that she may be assured of the neatness and order of each department, and may become acquainted with the patients, their necessities and wants, and see that they have every comfort.

IV. She shall have charge and superintendence of all furniture, bedding, linen, provisions, table and household supplies, and see that none are unnecessarily wasted or destroyed. She shall keep in a book, designed for this purpose, an exact inventory of all goods belonging to and in the Hospital, and also memoranda of breakages or losses occasioned by the patients or otherwise, and shall require payment for any article carelessly injured or broken, and make a report each week to the Hospital Committee at their regular weekly meetings.

V. It is the duty of the matron to receive all visitors, exercising discretion in showing to all suitable persons the Hospital and such wards as they may desire to see.

VI. The matron shall assign rooms or beds to patients on their entrance, according to the price agreed upon, and shall collect weekly in advance, the bills of all those who are not free patients, and account for the same to the Treasurer of the Board of Trustees.

VII. The matron is requested to exclude from conversation at her table, and in every other place in the Hospital, all topics of a personal nature about any patient, such as anecdotes of patients, complaints, etc. Any nurse or servant violating this rule shall be discharged.

VIII. The matron shall require punctuality at meals on the part all of connected with the Hospital, the matron to regulate the hours of meals.

IX. No one shall be privileged to take meals in the Hospital without paying for them other than the House Physician, patients, and the employees.

X. The matron shall insist upon economy in all the departments of the Hospital.

XI. All supplies received by the Hospital, either by gift or purchase, shall be entered in a book called the "Supply-Book," which shall be regularly laid before the Hospital Committee at its weekly meetings.

XII. A record shall be kept by the matron of every important occurrence in the Hospital.

XIII. No gift or remuneration shall be received by the matron, nurses, or servants for anything done or to be done in virtue of their situation, unless by consent of the Hospital Committee, upon pain of peremptory dismissal.

#### HOUSE PHYSICIANS.

I. The House Physician shall reside at the Hospital if so desired.

II. He shall make a careful record of the cases, the treatment, and the prescribed diet, prepare the medicine, and deliver the same, together with necessary orders, to the nurses, directly after the morning visit.

III. He shall also have charge of the medical and surgical apparatus and the library of the Hospital.

IV. He shall attend to patients on their admission, and give the necessary directions for their comfort. He shall make morning visits with the attending physician and surgeon, and a daily evening visit to each patient between the hours of 7 and 10 P. M., and at such other times as he may be requested to do so by the matron or nurse.

V. He shall see all persons who apply for admission, as hereinbefore provided for. He shall make a record of all important facts in the case in books kept for the purpose. If the case is obviously unsuitable for admission, under the rules of the Hospital, he shall so record it; if otherwise, he shall report the case as soon as possible to the attending physician or surgeon, and obtain from him and transmit to the patient the necessary papers for admission. He shall conduct such correspondence in relation to the admission of patients as may be directed by the attending physician or surgeon.

VI. When there are more than one House physician or House surgeon, their duties shall be as nearly equally divided as may be expedient and practicable in the opinion of the staff.

VII. All communications of a personal nature made to a House physician or surgeon by a patient, or by the attending physician or surgeon concerning a patient, shall be considered as strictly confidential.



## RULES FOR NURSES.

I. The nurses shall be responsible to the House physician or surgeon, as the case may be, for the regular administration of medicines and the care of patients, in accordance with the directions of the attending physician or surgeon, and shall not give, or allow to be given, to the patients any article of food or drink, except such as the physician or surgeon may permit.

II. When articles of food are brought by visitors, the nurse will receive and take them to the matron, until permission be given for their being eaten.

III. The linen of medical wards shall be changed twice weekly, and in the surgical wards according to special instructions in each case. In the confinement wards at least one clean sheet shall be given each day; the pillow-cases shall be changed twice weekly; the personal clothing every two days, unless otherwise ordered by the attending physician.

IV. The soiled clothes from confinement and surgical wards shall be removed from the room at once. No clothes soiled in washing patients, medical and surgical furniture or apparatus, such as bed-pans, syringes, &c., shall be used twice, or put in a closet after use, until thoroughly cleaned.

V. Each morning, nurses shall procure from the matron the required clean bed linen and towels for their wards, and send the soiled linen to the laundry.

VI. The face and hands of all patients shall be bathed and their bed linen changed before breakfast, unless in special cases, when instruction will be given by the attending physician or surgeon.

VII. The patients in the medical wards, unless too ill, may generally bathe themselves; in the surgical wards the *bathing will be according to special instructions in each case.*

VIII. Nurses are required to be extremely careful at all times, and especially in bathing the patients, dressing wounds, giving enemata, etc., that there be the least possible exposure of the patient.

IX. Nurses shall follow the visits of the physician or surgeon, and shall, in all cases, hold themselves in readiness after the visit to receive orders from the House physician or surgeon. Concerning everything which may occur between the visits, the nurse may consult either House physician or surgeon, as the case may be.

X. A strict watch of each patient and of every symptom shall be kept by the nurse, and reported to the physician or surgeon at his visits, and the nurse should be able to give exact information of the quantity and quality of all discharges, etc.

XI. The nurse shall see that the medicine-glasses of her ward are kept replenished, fresh medicine prepared daily, and the empty glasses thoroughly cleansed.

XII. The bed-pans, syringes, etc., shall be cleansed immediately after use, and kept in a designated place for inspection at the morning visit of the matron.

XIII. Articles belonging to each ward shall be kept for that ward only.

XIV. The nurses shall frequently wash the utensils, as well as their own hands, in a weak solution of some disinfectant.

XV. Nurses will see that all is quiet in their wards during the night, and that the patients are not wakened before 6 A. M. Between the hours of 9 P. M. and 6 A. M., all noise, such as the turning on of water, unnecessary opening and shutting of doors, etc., shall be completely avoided.

XVI. The nurse in the surgical department shall see that the patients are kept perfectly quiet twenty-four hours at least after any important surgical operations, and that no person shall see them during this time, without the permission of the surgeon.

XVII. No visitors are allowed to patients in the maternity wards until five days after confinement, unless by permission of the attending physician.

XVIII. The nurses are required to see that visitors do not come into their wards without permission, nor remain longer than the time prescribed.

XIX. Each nurse, when on duty, shall wear a soft cotton dress, white apron, and soft shoes without heels. She shall particularly care for her personal cleanliness, neatness, and simplicity in attire.

XX. Underclothes should be perfectly plain; no elaborately trimmed garments can be sent to the Hospital laundry, and the number each week shall not exceed eighteen pieces for each person.

XXI. The nurses shall take a half-hour's exercise daily in the open air, at such time as the matron shall designate. When the nurse requires to be out a longer time, she must obtain special permission from the matron.

XXII. It is strictly forbidden that nurses spend their time in each other's wards or rooms.

XXIII. All lights are to be put out in the wards at 10 o'clock, except in special cases of sickness.

XXIV. The nurses are, in a great degree, responsible in their wards for the happiness and comfort of their patients, and will, in any difficulty or need, apply to the attending physician, house physician, surgeon, or matron, as the case may be, in securing these.

XXV. The nurses should immediately report to the matron any infringement of the rules and regulations of the Hospital by the patients.

XXVI. The nurses are requested not to waste gas or water, and to read over these rules every week.



## JANITOR.

The janitor shall have charge of and be responsible for all the fires and steam heaters in the Hospital, and shall keep the wards and halls at a temperature of 70°, or as near thereto as possible. He shall also see that the gas and water are properly regulated, and not wasted or unnecessarily used, and that the Hospital grounds are suitably cared for.

He shall assist in the moving and care of the patients, and attend to such other matters about the Hospital as the matron may require. He shall not leave the Hospital grounds without the knowledge and consent of the matron. He shall see that all the windows and doors are secured and the gas in the halls turned down at 10 P. M.

## SERVANTS.

I. The servants will receive their orders from the matron, or some one designated by her, and will be held accountable by the matron for their proper performance.

II. The work must be done promptly, and as early as possible, in the morning.

III. All employees must be in their respective places during their hours of duty. The doors of the Hospital will be closed at 10 P. M., at which time all are expected to be quiet, and those not on duty in their own rooms.

## VISITORS.

I. Patients will be permitted to receive visits from their friends on Tuesday, Thursday, Saturday and Sunday of each week, from 2 to 5 P. M., and at no other time, without a special permit from the physician or matron.

In all cases, however, the House attending physician or surgeon may exercise discretionary powers as to excluding or admitting visitors. All visitors must leave at the expiration of the visiting hours.

II. Visitors will not be permitted to pass the night in the Hospital without the permission of the House physician or Matron.

III. No visitor will be allowed to give any article of food or drink to a patient, unless by permission of the attending physician or surgeon, and all articles sent to the patient shall be left with the matron or nurse.

## LADY VISITORS.

I. The Ladies' Aid Association shall assign two or more of their number to visit the Hospital twice a week, or oftener if necessary. They shall, upon entering the Hospital, call for the house physician, matron, or head nurse, who will show them through the building. They will visit all the patients in their rooms, ascertain their wants, inspect their beds, and see that proper cleanliness is observed. They shall inspect all the closets,

bath-rooms, kitchen, and pantries, and shall make a report of their inspection at each visit, together with instructions and suggestions, placed in a sealed envelope, addressed to the "Hospital Committee," and left at the Hospital for their consideration and action.

II. The members of the committee shall serve for a period of one week, or until their successors are appointed and enter upon their duties.

*Rules of the Medical Staff, Homœopathic Hospital.*

PAR. 1. The Medical Staff of the National Homœopathic Hospital consists, by authority of the Board of Trustees, of thirteen physicians, nine of whom are the regular staff of attending physicians, and four are known as the consulting physicians, who shall be appointed by the Board of Trustees.

PAR. 2. It shall be the duty of the Medical Staff to appoint from the staff one or more physicians, who shall have special charge of the respective classified cases, namely: Diseases of Children; Diseases of Females; Eye and Ear; General and Nervous Diseases; Obstetrics; Respiratory Organs and Heart; Surgery; Venereal and Skin Diseases, &c.

PAR. 3. It shall be the duty of the attending physicians during their term to prescribe for each patient in the Hospital, (except private ones,) and to order, in addition to medicine, such diet and hygienic measures as they deem proper in each case; and such directions shall be authoritative, and shall not be interfered with by other persons.

PAR. 4. It shall be the duty of the consulting physicians to respond promptly to calls for consultation from the attending physicians.

PAR. 5. The Medical Staff shall meet on the first Wednesday of each month at eight P. M., at the Hospital, to transact such business relating to the Hospital as may be required.

PAR. 6. It shall be the duty of the House physician, or, in his absence, that of the matron, to receive and temporarily locate patients. He shall register the name, sex, age, color, religious denomination, nativity, social relation, and name of disease of each patient. He shall keep a record in a case-book of the name, age, and sex of the patient, the history of the disease, the condition at the time of admission, and of such prescriptions, medicinal and dietetic, as may be made from day to day.

PAR. 7. A surgeon to the Hospital shall be appointed by the Board of Trustees, recommended by the staff, whose term of office shall be at the pleasure of the Board of Trustees.

PAR. 8. It shall be the duty of the surgeon to perform all operations in response to the requirements of the attending physicians.

PAR. 9. Requisitions for the current requirements of medicines, medical accessories, instruments, apparatus, and all other things needed for the proper treatment of the patients, shall be made upon the Hospital Com-

mittee, who shall see to it that they are promptly supplied. In case of emergencies the House Physician may order needed medical supplies at once from the Pharmacy.

PAR. 10. All medicines for the use of the Hospital or Dispensary shall be purchased of a Homœopahtic Pharmacy.

PAR. 11. These rules and regulations may be altered or amended by a vote of a majority of the Trustees at a regular meeting of the Board, one month's notice first being given.



